



CROSS CONNECTION CONTROL SUPERVISOR

Purpose:

To actively support and uphold the City's stated mission and values. To supervise and coordinate activities in the Backflow Prevention Section of the Environmental Services Division of the Water Utilities Department. To oversee complex technical inspections of industrial and commercial establishments to ensure compliance with Federal, State and local regulations relating to cross connections/backflow.

Supervision Received and Exercised:

Receives direction from the Environmental Services Administrator or from other supervisory or management staff.

Exercises direct supervision over administrative and technical staff.

Examples of Duties:

This class specification is intended to indicate the basic nature of positions allocated to the class and examples of typical duties that may be assigned. It does not imply that all positions within the class perform all of the duties listed, nor does it necessarily list all possible duties that may be assigned.

Duties may include, but are not limited to, the following:

- Develop, recommend and oversee the cross connection program; perform and oversee complex technical inspections, testing and maintenance of cross connection controls and back flow assemblies to protect the municipal water supply.
- Review, prepare and submit reports of activities and findings.
- Develop and maintain a database of local enterprises regulated by the City's Cross Connection Control Ordinance.
- Develop guidelines and requirements for backflow projects; prepare specifications for backflow maintenance contracts; inspect the work of backflow maintenance contractors; ensure proper compliance with contract conditions.

CITY OF TEMPE
Cross Connection Control Supervisor (continued)

- Develop and present training and public awareness programs regarding the purpose and objectives of the cross connection control program to the general public and business community.
- Educate City staff on the purpose and objectives of the cross connection control program.
- Review and analyze proposed and final environmental legislation and regulations pertaining to cross connections and make recommendations to management regarding impact on City operations.
- Meet with federal, state, and local agencies on cross connection and backflow issues.
- Recommend revision to the City's Cross Connection Control Ordinance as appropriate to conform to changes in Federal and/or State legislation.
- Coordinate submittal of required compliance and non-compliance reports pertaining to cross connection control to regulatory agencies.
- Monitor policies and procedures and recommend changes pertaining to cross connection control; attend meetings, workshops, conferences and seminars related to cross connection control and environmental issues.
- Perform related duties as assigned.

Experience and Training Guidelines:

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. The hiring department may include job related experience, training or license and certification preferences at the time of recruitment. A typical way to obtain the knowledge and abilities would be:

Experience:

Four years of technical experience in back flow prevention practices, water or wastewater distribution, treatment or production systems. One year of supervisory experience is preferred.

Training:

Equivalent to the completion of the twelfth grade supplemented by specialized training in cross connection control, back flow assembly testing and operation or a related field.

CITY OF TEMPE
Cross Connection Control Supervisor (continued)

Licenses/Certifications:

Possession of, or ability to obtain, an appropriate, valid Arizona driver's license.

Possession of, or ability to obtain, a Back flow Prevention Assembly Tester Certificate, within 6 months of appointment.

Possession of, or ability to obtain, a Cross Connection Control Specialist Certificate from a certification authority approved by the Arizona Department of Environmental Quality (ADEQ), within 6 months of appointment.

This position is included in the City's classified service, pursuant to City of Tempe Personnel Rules and Regulations, Rule 1, Section 1043.

Job Code: 7062

FLSA: Non-Exempt